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# Call Features

The following sections describe call-related features.

## Using Handsfree Mode

You can use Handsfree Mode to activate the speakerphone.

### NOTES

The Ring Intercom Always feature prevents calls from being answered in Handsfree Mode (see the following section).

You cannot use Handsfree Mode if you are using a headset, or if you have more than one endpoint assigned to an extension number.

#### To use Handsfree Mode:

With the handset on-hook, dial **319**. HANDSFREE MODE ON appears. Dial **319** again to turn Handsfree Mode off.

## Using Ring Intercom Always

If another extension has Handsfree Mode enabled for incoming internal calls (see the previous section), you can use Ring Intercom Always to override Handsfree Mode on the extension, requiring the called party to pick up the handset to answer your call.

#### To override Handsfree Mode for the current call:

1. Before you enter the extension number, press **#**. RING EXTENSION NUMBER appears.
2. Dial the extension number.

#### To use Ring Intercom Always to always send non-handsfree calls:

With the handset on-hook, dial **377**. RING IC ALWAYS ON appears. Dial **377** again to turn Ring Intercom Always off.

## Using Mute

You can use Mute to temporarily turn off your microphone, preventing the other party on the call from hearing you.

#### To mute or unmute the microphone:

While on a call, press  (Mute). MICROPHONE MUTE ON appears. When the microphone is muted, the Mute button lamp is lit. Press  (Mute) again to unmute.